

DEF

F-12

5 May 1980

MEMORANDUM FOR: Deputy to the DCI for Resource Management  
VIA : Chief, Administrative Staff  
FROM : Director, Information Resources Office  
SUBJECT : Request to Award the [ ] a Modification  
to Contract Number [ ]

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1. We request approval to modify the existing contract  
[ ] in order to  
provide the following:

a. Analysis for a revised resource plan: This technical effort will permit additional analysis to include the expansion and refinement of the resource plan. This level of effort was not anticipated when the original contract was negotiated in August of 1979. This work requires one additional full-time participant to the study team for the period from May 1, 1980 to October 19, 1980 and for the use, during the same time period, of two additional [ ] senior staff members for one week each.

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b. Transfer of the [ ] Staff to [ ] Offices: Since the start of this contract the [ ] staff has been working at the Community Headquarters Building in offices on the first floor. This arrangement was advantageous to the government in cost savings, superior working relationships, and responsiveness. We are now in the process of selecting a contractor for the Telecommunications Study. In order to gain the similar advantages with the prospective contractor that was achieved with the [ ] staff, the [ ] people will be relocated to their home office in McLean in order to free the space on the first floor. This move will now take place sometime during the middle or the end of July, depending upon the date the contractor is selected. It is expected that the Telecommunications Study contractor will occupy this office space until May 1981. The ideal situation, for optimum cost savings to the government, would permit both contractors to work simultaneously at the CHB. Because of space limitations at CHB, we appreciate that this ideal situation cannot be achieved.

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2. The [ ] work has been in support of the DCI ADP Support to the Imagery Task Team (DASITT). The costs of the modification of this contract is reflected in the attached letter proposal dated April 2, 1980, and should not exceed [ ]

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Attachment:  
A/S

APPROVED:

[ ]

Deputy to the DCI for Resource Management

DISAPPROVED:

Deputy to the DCI for Resource Management

Date: 9 May 80

Distribution:

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DCI/RMS/[ ] (5 May 80)

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